

# WASTEWATER

## ACTIVITIES

**\*Wastewater Collection Services**

**\*Wastewater Treatment Services**

**\*JO-GRO™**

**\*Wastewater Customer Services**

**\*Wastewater System Debt Service**

**\*Wastewater General Program Operations**

**\*Wastewater Capital Construction**

## DESCRIPTION

This program includes the treatment plant, co-composting facility, pumping stations, collection piping system, and support services systems that collectively provide wastewater services to the enterprise's customers.

	ACTUAL FY'10 \$	ACTUAL FY'11 \$	BUDGET FY'12 \$	MANAGER RECOMMEND FY'13 \$	COMMITTEE APPROVED FY'13 \$	COUNCIL ADOPTED FY'13 \$	PROJECTED FY'14 \$
Program Generated Resources	9,116,058	8,349,414	9,062,103	9,428,398	9,428,398	9,428,398	7,466,486
<b>Total Resources</b>	<b><u>9,116,058</u></b>	<b><u>8,349,414</u></b>	<b><u>9,062,103</u></b>	<b><u>9,428,398</u></b>	<b><u>9,428,398</u></b>	<b><u>9,428,398</u></b>	<b><u>7,466,486</u></b>
Requirements							
Wastewater Collection	619,918	632,113	696,656	725,525	725,525	725,525	738,252
Wastewater Treatment	1,512,290	1,630,827	1,704,989	1,795,092	1,795,092	1,795,092	1,868,486
JO-GRO™	501,849	537,690	671,897	708,807	708,807	708,807	691,075
Customer Services	262,508	268,214	270,283	273,512	273,512	273,512	275,984
Debt Services	501,329	485,573	491,712	492,813	492,813	492,813	492,913
General Program Operations	1,952,451	1,855,275	2,373,752	2,446,469	2,446,469	2,446,469	2,337,016
SRF Debt Reserve	500,899	0	0	0	0	0	0
Capital Construction	<u>3,264,814</u>	<u>2,939,722</u>	<u>2,852,814</u>	<u>2,986,180</u>	<u>2,986,180</u>	<u>2,986,180</u>	<u>1,062,760</u>
<b>Total Requirements</b>	<b><u>9,116,058</u></b>	<b><u>8,349,414</u></b>	<b><u>9,062,103</u></b>	<b><u>9,428,398</u></b>	<b><u>9,428,398</u></b>	<b><u>9,428,398</u></b>	<b><u>7,466,486</u></b>

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## Program: Utilities/Wastewater Program

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### **Mission Statement:**

*“The mission of the Wastewater Program is to meet the area’s current and future wastewater collection and treatment needs, protecting human health, welfare and the environment.”*

### **Services Delivered:**

The process of collection, treatment, and disposal of wastewater is one of the basic functions of our City. With primary focus on public safety and the environment, this utility collects wastewater from customers, conveys it to the City’s Water Restoration Plant for treatment, and ultimately discharges a treated effluent to the Rogue River. Solids removed during the treatment phase are trucked to JO-GRO™ and composted with greenwaste to create a co-compost material for sale to the public.

System goals are to protect the river, assure a healthy and safe community environment, and provide capacity for community growth and economic prosperity. At the Water Restoration Plant, the wastewater of our community is treated to a level that is compatible with the Rogue River into which it discharges. The Wastewater Program works within strict environmental standards established by the Federal Water Quality Act, through the National Pollutant Discharge Elimination System (NPDES), with oversight by the Oregon Department of Environmental Quality (DEQ).

The wastewater system includes the treatment plant, co-composting facility, pumping stations, collection system piping, and support service systems. The utility is an enterprise fund, with all costs of the system borne by ratepayers. The budget is structured in eight (8) major activities:

Wastewater Collection Services	Debt Service
Wastewater Treatment	Debt Service Reserve
JO-GRO™ Co-composting	General Program Operations
Customer Service	Capital Improvements

This program provides services to approximately 10,600 system accounts.

### **FY’13 Anticipated Accomplishments:**

- The Wastewater Treatment Facility Plan update should be initiated following the completion of the UGB expansion.
- The Wastewater Collection System Master Plan update should be initiated following the completion of the UGB expansion.
- Sewer lines will be replaced, in the core of the community, to meet the objective of structural replacement of deteriorating sewer mains as defined in the Wastewater Collection System Master Plan.
- Plans for storm drainage improvements at JO-GRO™ will be completed and submitted to the Oregon Department of Environmental Quality for approval.
- A new model of the existing City sewer collection system is being developed as a precursor to the update of Collection System Master Plan.

### **FY’12 Activity Review:**

- Sewer lines were replaced in L Street in the vicinity of Alder Street.
- Planning and design of storm water improvements at the JO-GRO™ facility was initiated to correct e-coli violations, which have been reported to DEQ.

## Program: Utilities/Wastewater Program

### Program Financial Summary

Resources	ACTUAL FY'10 \$	ACTUAL FY'11 \$	BUDGET FY'12 \$	MANAGER RECOMMEND FY'13 \$	COMMITTEE APPROVED FY'13 \$	COUNCIL ADOPTED FY'13 \$	PROJECTED FY'14 \$
Beginning Balance	<u>501,221</u>	<u>574,332</u>	<u>1,036,689</u>	<u>1,265,825</u>	<u>1,265,825</u>	<u>1,265,825</u>	<u>1,121,194</u>
Current Resources							
Activity Generated							
Sewage Fees	4,342,921	4,441,798	4,820,600	4,847,493	4,847,493	4,847,493	4,940,632
Redwood Sewer District	274,245	289,323	255,000	263,000	263,000	263,000	276,000
Solid Waste Agency	3,808	0	0	0	0	0	0
Direct Charges	7,040	12,493	9,500	9,900	9,900	9,900	9,900
Revenue from Other	34,032	22,150	25,000	0	0	0	0
Interest	6,763	8,048	10,500	9,000	9,000	9,000	9,000
Other Revenue	180,315	54,048	52,000	47,000	47,000	47,000	47,000
Transfer from Land & Bldgs.	0	7,500	0	0	0	0	0
Debt Service Reserve	500,899	0	0	0	0	0	0
Capital Construction	<u>3,264,814</u>	<u>2,939,722</u>	<u>2,852,814</u>	<u>2,986,180</u>	<u>2,986,180</u>	<u>2,986,180</u>	<u>1,062,760</u>
Total Current Resources	<u>8,614,837</u>	<u>7,775,082</u>	<u>8,025,414</u>	<u>8,162,573</u>	<u>8,162,573</u>	<u>8,162,573</u>	<u>6,345,292</u>
<b>Total Resources</b>	<b><u>9,116,058</u></b>	<b><u>8,349,414</u></b>	<b><u>9,062,103</u></b>	<b><u>9,428,398</u></b>	<b><u>9,428,398</u></b>	<b><u>9,428,398</u></b>	<b><u>7,466,486</u></b>

Requirements	ACTUAL FY'10 \$	ACTUAL FY'11 \$	BUDGET FY'12 \$	MANAGER RECOMMEND FY'13 \$	COMMITTEE APPROVED FY'13 \$	COUNCIL ADOPTED FY'13 \$	PROJECTED FY'14 \$
Wastewater Collection	589,918	632,113	696,656	725,525	725,525	725,525	738,252
Wastewater Treatment	1,512,290	1,630,827	1,704,989	1,795,092	1,795,092	1,795,092	1,868,486
Customer Services	262,508	268,214	270,283	273,512	273,512	273,512	275,984
JO-GRO™	501,849	537,690	626,897	663,807	663,807	663,807	691,075
General Program Operations	85,093	9,835	19,850	12,225	12,225	12,225	12,225
Capital Construction	3,264,814	2,939,722	2,852,814	2,986,180	2,986,180	2,986,180	1,062,760
Contingency	0	0	1,150,825	1,121,194	1,121,194	1,121,194	1,124,428
Indirect Charges	305,192	319,368	348,031	361,300	361,300	361,300	368,500
Debt Service	501,329	485,573	491,712	492,813	492,813	492,813	492,913
Transfers Out	1,017,834	378,206	900,046	996,750	996,750	996,750	831,863
Ending Balance	574,332	1,147,866	0	0	0	0	0
Debt Service Reserve	<u>500,899</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
<b>Total Requirements</b>	<b><u>9,116,058</u></b>	<b><u>8,349,414</u></b>	<b><u>9,062,103</u></b>	<b><u>9,428,398</u></b>	<b><u>9,428,398</u></b>	<b><u>9,428,398</u></b>	<b><u>7,466,486</u></b>

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## **Program: Utilities/Wastewater – Wastewater Collection**

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### **Services Delivered:**

This activity is responsible for ensuring the safe, uninterrupted operation of sanitary sewer lines within the community and meeting state and federal standards. The services delivered are administered through distinct programs: customer service, inspection services, system maintenance, and general operations. The duties encompassed in these programs include sewer main repair and cleaning, manhole repair, clean-out repair, TV inspection of new and existing sewer lines, easement maintenance, and emergency service calls. The collection division provides support to both contractors involved in new construction and water distribution during their normal course of business. In addition, this activity provides contract services to the Redwood Sanitary Sewer Service District (RSSSD) in the areas of sewer line cleaning, forced main maintenance, utility location, and collection record management.

### **FY'13 Anticipated Accomplishments:**

The safe uninterrupted operation of sanitary sewer lines within the community remains the primary goal of this activity. Cleaning of areas containing root and grease problems shall continue every 6 months. Routine cleaning of other segments of the sewer system shall continue on a rotating four-year basis. All new sewer lines, manholes, and clean-outs will continue to be inspected prior to system inclusion. Sewer line failures shall be promptly repaired with minimum impact to the public. Increased attention shall continue to be devoted to the re-inspection of existing public sewer lines, utilizing “tilt and pan” camera technology to improve departmental records and monitor system defects. Focused dye testing, manhole replacement, and mainline repairs shall also continue. Contract services to the RSSSD system shall continue in the areas of TV inspection and routine cleaning.

### **FY'13 Performance Measurements:**

- Non-storm related public sewer overflows shall be zero.
- Routine cleaning of the public sewer system shall equal 157,400 feet each year.
- 1 hour average response time for sewer blockages.

### **Budget Highlights:**

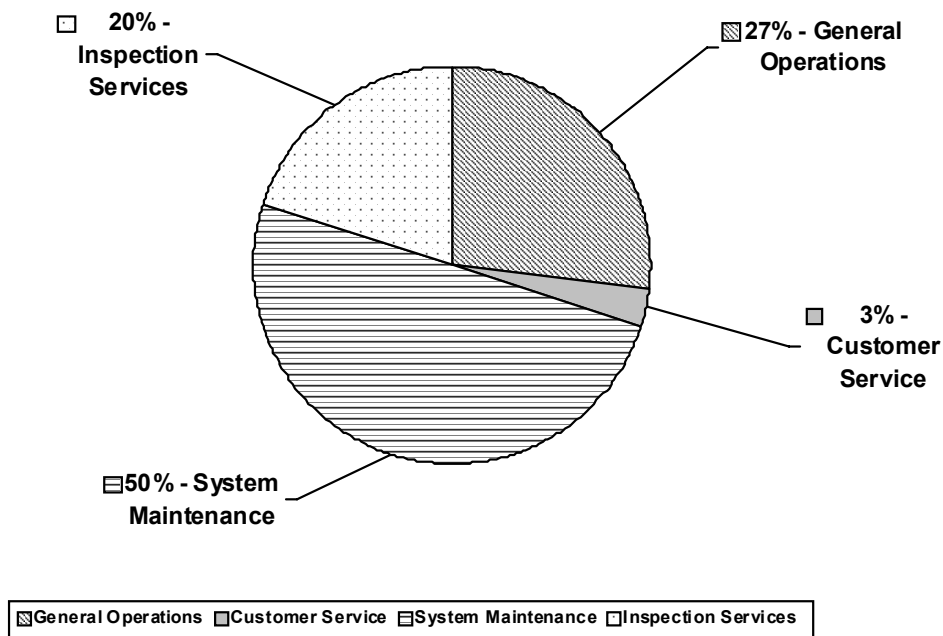
Growth of the collection system's service area is anticipated to remain slow during FY'13. However, the slowing of new development continues to provide the department with the opportunities to focus on existing system maintenance. The FY'13 budget contains continued funding for emergency contract sewer line repairs and root foaming. The capital budget contains funding for computer system upgrades for the existing TV inspection truck. The capital budget collection system maintenance includes continued funding for the purchase of stainless steel repair sleeves to complete trenchless pipe repairs.

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## Program: Utilities/Wastewater – Wastewater Collection

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### Program Allocations



### **FY'12 Activity Review:**

Crews provided TV inspection services during the replacement of aging clay and concrete sewer mains located on SW Laurel Street and SW 5<sup>th</sup> Street. While cleaning and TV inspection services of new sewer lines and manholes remained slow during FY'12, routine cleaning and TV inspection of the existing collection system continued at an increased pace. Re-inspection of existing sewer lines to document changes in pipeline conditions continued utilizing "tilt-and-pan" camera technology. Contract routine cleaning services for the RSSSD system continued during FY'12. Other services for the district, such as utility locates and forced sewer line maintenance, also continued during the period.

### **FY'12 Performance Indicators:**

- Non-storm related public sewer overflows shall be zero. **Target met.**
- Routine cleaning of the public sewer system shall equal 157,400 feet each year. **Target met.**
- 1 hour average response time for sewer blockages. **Target met.**

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## Program: Utilities/Wastewater – Wastewater Collection

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### **Financial Summary**

Requirements	ACTUAL FY'10 \$	ACTUAL FY'11 \$	BUDGET FY'12 \$	MANAGER RECOMMEND FY'13 \$	COMMITTEE APPROVED FY'13 \$	COUNCIL ADOPTED FY'13 \$	PROJECTED FY'14 \$
Personnel Services	406,010	446,382	455,616	461,448	461,448	461,448	484,328
Materials & Supplies	26,298	11,088	29,480	31,680	31,680	31,680	29,180
Contractual/Prof Services	104,880	113,179	133,328	140,963	140,963	140,963	145,358
Direct Charges	52,630	59,837	60,732	61,434	61,434	61,434	61,886
Capital Outlay	100	1,627	17,500	30,000	30,000	30,000	17,500
Transfers Out	<u>30,000</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
<b>Total Requirements</b>	<b><u>619,918</u></b>	<b><u>632,113</u></b>	<b><u>696,656</u></b>	<b><u>725,525</u></b>	<b><u>725,525</u></b>	<b><u>725,525</u></b>	<b><u>738,252</u></b>

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## Program: Utilities/Wastewater – Wastewater Collection

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### Personnel

	BUDGET FY'10 #	BUDGET FY'11 #	BUDGET FY'12 #	MANAGER RECOMMEND FY'13 #	COMMITTEE APPROVED FY'13 #	COUNCIL ADOPTED FY'13 #	PROJECTED FY'14 #
Utility Worker	<u>4.00</u>	<u>4.00</u>	<u>4.00</u>	<u>4.00</u>	<u>4.00</u>	<u>4.00</u>	<u>4.00</u>
Subtotal	4.00	4.00	4.00	4.00	4.00	4.00	4.00
Public Works Director							
From: Water Treatment	0.08	0.08	0.08	0.08	0.08	0.08	0.08
Utility Field Superintendent							
From: Water Distribution	0.50	0.50	0.50	0.50	0.50	0.50	0.50
Utility Worker							
From: Water Distribution	0.50	0.50	0.50	0.50	0.50	0.50	0.50
Office Assistant I							
From: Water Distribution	0.50	0.50	0.50	0.50	0.50	0.50	0.50
Department Support Technician *							
From: Water Treatment	<u>0.08</u>	<u>0.08</u>	<u>0.08</u>	<u>0.08</u>	<u>0.08</u>	<u>0.08</u>	<u>0.08</u>
Subtotal	1.66	1.66	1.66	1.66	1.66	1.66	1.66
<b>Total Positions</b>	<b><u>5.66</u></b>	<b><u>5.66</u></b>	<b><u>5.66</u></b>	<b><u>5.66</u></b>	<b><u>5.66</u></b>	<b><u>5.66</u></b>	<b><u>5.66</u></b>

\*FY13- Office Assistant Position was reclassified to Department Support Technician

### Capital Outlay/By Item

Trenchless Repair Sleeves	10,000	10,000	10,000	10,000	10,000
Manholes	7,500	0	0	0	7,500
Sewer TV Van Computer Upgrade	<u>0</u>	<u>20,000</u>	<u>20,000</u>	<u>20,000</u>	<u>0</u>
<b>Total Capital Outlay</b>	<b><u>17,500</u></b>	<b><u>30,000</u></b>	<b><u>30,000</u></b>	<b><u>30,000</u></b>	<b><u>17,500</u></b>

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## Program: Utilities/Wastewater – Wastewater Treatment

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### Services Delivered:

This activity provides for the processing and safe disposal of collected wastewater as required to meet State and Federal standards, ensuring no harmful effects on the community or the environment. These services are delivered through six programs: support services, operations, maintenance, solids disposal, lift stations, and pretreatment. In addition, this activity provides contract services to the Redwood Sanitary Sewer Service District and the Merlin Landfill for operation and maintenance services.

### FY'13 Anticipated Accomplishments:

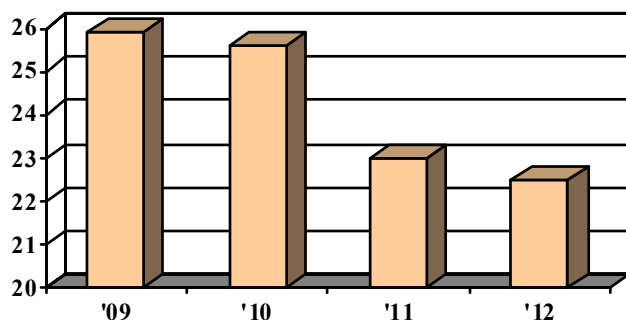
- Treating the community's wastewater to meet State and Federal standards will remain the main objective of this activity.
- Replace 25 percent of the fine bubble air diffusers in the Activated Sludge process.

### FY'13 Performance Measurements:

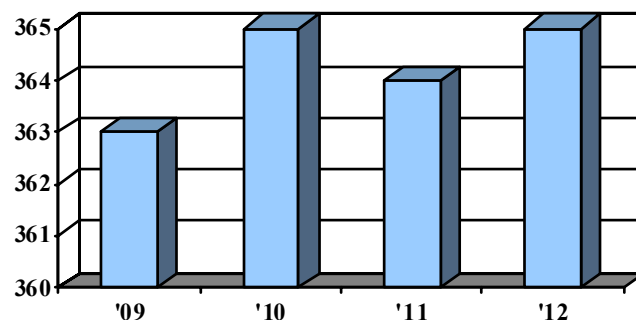
- Treated wastewater will meet or exceed State and Federal standards.
- Target polymer usage for dewatering Biosolids will be less than 25 pounds active polymer per dry ton of feed solids.
- Average power used per million gallons of wastewater treated will be less than 2,550 Kwh.

### Budget Highlights:

- This Budget includes funds to rebuild one of the Influent Pumps and one of the Return Activated Sludge Pumps.
- Each of the two Mechanic's allocations was changed to 75% at Wastewater Treatment Plant and 25% at the JO-GRO™ facility. This change reflects the actual amount of time being used to maintain the equipment at the JO-GRO™ facility.



Pounds active polymer per dry ton feed solids



Days treated wastewater met State and Federal standards

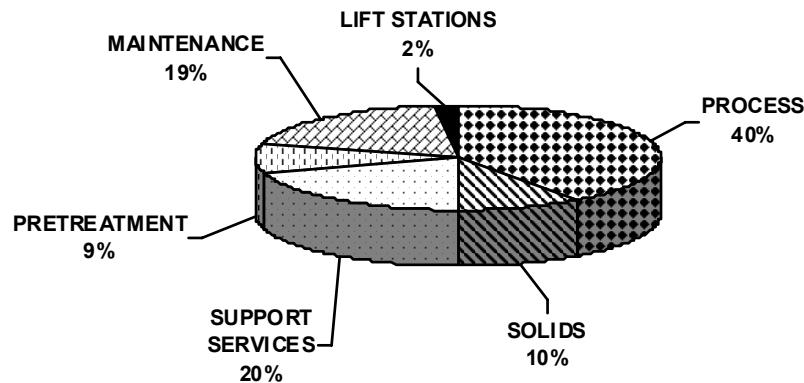


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## Program: Utilities/Wastewater – Wastewater Treatment

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### PERCENT OF TOTAL BUDGET



#### **FY'12 Activity Review:**

During the 2012 budget year, this activity will treat an estimated 2.075 billion gallons of wastewater and transport an estimated 1.4 million pounds of Biosolids to the JO-GRO™ Co-Composting facility.

#### **FY'12 Performance Indicators:**

- Treated wastewater will meet or exceed State and Federal effluent standards 100 percent of the time.  
**Target met.**
- Target polymer usage for dewatering Biosolids will be less than 25 pounds active polymer per dry ton of feed solids. **Target met.**
- Average power used per million gallons of wastewater treated will be less than 2,550 Kwh.  
**Target met.**

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## Program: Utilities/Wastewater – Wastewater Treatment

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### **Financial Summary**

Requirements	ACTUAL FY'10 \$	ACTUAL FY'11 \$	BUDGET FY'12 \$	MANAGER RECOMMEND FY'13 \$	COMMITTEE APPROVED FY'13 \$	COUNCIL ADOPTED FY'13 \$	PROJECTED FY'14 \$
Personnel Services	649,147	696,413	744,196	744,788	744,788	744,788	783,929
Materials & Supplies	211,872	206,775	224,200	236,200	236,200	236,200	238,200
Contractual/Prof Services	634,491	709,837	722,333	799,206	799,206	799,206	831,095
Direct Charges	11,834	13,920	14,260	14,898	14,898	14,898	15,262
Capital Outlay	<u>4,946</u>	<u>3,882</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
<b>Total Requirements</b>	<b><u>1,512,290</u></b>	<b><u>1,630,827</u></b>	<b><u>1,704,989</u></b>	<b><u>1,795,092</u></b>	<b><u>1,795,092</u></b>	<b><u>1,795,092</u></b>	<b><u>1,868,486</u></b>

## Program: Utilities/Wastewater – Wastewater Treatment

### Personnel

	BUDGET FY'10 #	BUDGET FY'11 #	BUDGET FY'12 #	MANAGER RECOMMEND FY'13 #	COMMITTEE APPROVED FY'13 #	COUNCIL ADOPTED FY'13 #	PROJECTED FY'14 #
Utility Plant Superintendent	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Treatment Plant Specialist	5.00	5.00	5.00	5.00	5.00	5.00	5.00
Utility Specialist	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Utility Worker	3.00	3.00	3.00*	3.00*	3.00*	3.00*	3.00*
Subtotal	10.00	10.00	10.00	10.00	10.00	10.00	10.00
Public Works Director							
From: Water Treatment	0.23	0.23	0.23	0.23	0.23	0.23	0.23
Utility Plant Superintendent							
To: JO-GRO™	(0.25)	(0.25)	(0.25)	(0.25)	(0.25)	(0.25)	(0.25)
Trmt. Plant Spec – Operations							
To: JO-GRO™	(0.30)	(0.30)	(0.30)	(0.50)	(0.50)	(0.50)	(0.50)
Trmt. Plant Spec – Maintenance							
To: Water Treatment	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Utility Worker							
To: JO-GRO™	(0.50)	(0.50)	(0.50)	(0.50)	(0.50)	(0.50)	(0.50)
Department Support Technician **							
From: Water Treatment	0.23	0.23	0.23	0.23	0.23	0.23	0.23
Subtotal	(0.59)	(0.59)	(0.59)	(0.79)	(0.79)	(0.79)	(0.79)
<b>Total Positions</b>	<b><u>9.41</u></b>	<b><u>9.41</u></b>	<b><u>9.41</u></b>	<b><u>9.21</u></b>	<b><u>9.21</u></b>	<b><u>9.21</u></b>	<b><u>9.21</u></b>
Total Un-Funded Positions	0.00	0.00	(0.50)	(0.50)	(0.50)	(0.50)	(0.50)
<b>Total Funded Positions</b>	<b><u>9.41</u></b>	<b><u>9.41</u></b>	<b><u>8.91</u></b>	<b><u>8.71</u></b>	<b><u>8.71</u></b>	<b><u>8.71</u></b>	<b><u>8.71</u></b>

#### \*Recap of Unfunded Positions by Fiscal Year:

Utility Worker	0.00	0.00	0.50	0.50	0.50	0.50	0.50
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\*\*FY13- Office Assistant Position was reclassified to Department Support Technician

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## **Program: Utilities/Wastewater – JO-GRO™**

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### **Services Delivered:**

This activity accepts greenwaste from the community and grinds the greenwaste to create a product that can be composted with wastewater Biosolids from the City's Water Restoration Plant. The Co-Compost material is screened after 8-10 weeks of curing to produce an "Exceptional quality class A" Co-Compost for resale to the public. This activity also collects construction wood waste material from the community that is recycled by BioMass One for energy production.

### **FY'13 Anticipated Accomplishments:**

Processing the City's wastewater Biosolids with greenwaste to produce an "Exceptional quality" Co-Compost will continue to be the primary goal of this activity.

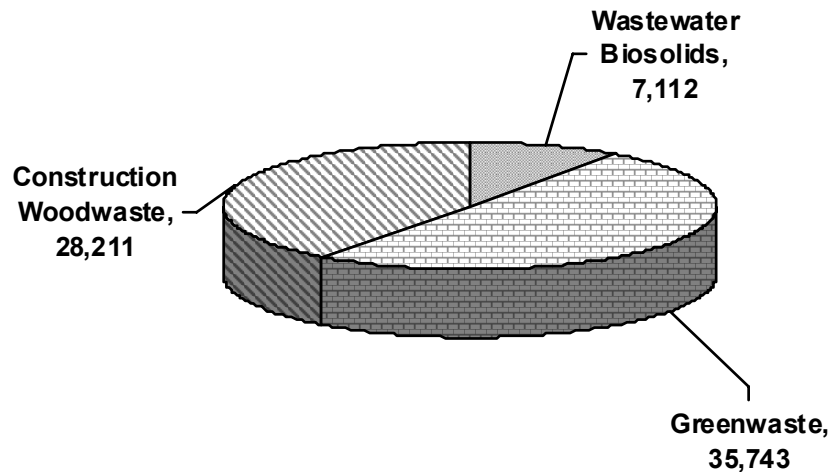
### **FY'13 Performance Measurements:**

- The JO-GRO™ facility will process the City's wastewater Biosolids 100 percent of the time.
- The finished Co-Compost will meet or exceed State and Federal standards for an "Exceptional quality class A" product 100 percent of the time.
- Sell 100 percent of the finished Co-Compost material produced.

### **Budget Highlights:**

Increase in Personnel costs reflects a change in Wastewater Treatment Plant maintenance staff allocations. Each of the two Mechanic's allocations was changed to 25% at the JO-GRO facility and 75% at the Wastewater Treatment Plant. This change reflects the actual amount of time being used to maintain the equipment at the JO-GRO™ facility.

**CUBIC YARDS OF MATERIALS  
RECEIVED FY'11**



**FY'12 Activity Review:**

This activity will process an estimated 38,000 cubic yards of loose greenwaste material, 6,900 cubic yards of wastewater biosolids and sell an estimated 5,500 cubic yards of finished compost during the FY'12 budget year. In addition, an estimated 24,000 cubic yards of construction wood waste will be recycled by BioMass One.

**FY'12 Performance Indicators:**

- The JO-GRO™ facility will process the City's wastewater Biosolids 100 percent of the time. **Target met.**
- The finished Co-Compost will meet or exceed State and Federal standards for an "Exceptional quality class A" product 100 percent of the time. **Target met.**
- Sell 100 percent of the finished Co-Compost material produced. **Target not met.**

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## Program: Utilities/Wastewater – JO-GRO™

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### ***Financial Summary***

Requirements	ACTUAL	ACTUAL	BUDGET	MANAGER	COMMITTEE	COUNCIL	PROJECTED
	FY'10	FY'11	FY'12	RECOMMEND	APPROVED	ADOPTED	
	\$	\$	\$	FY'13	FY'13	FY'13	
Personnel Services	275,053	285,393	289,676	313,859	313,859	313,859	331,467
Materials & Supplies	65,147	75,923	90,950	94,250	94,250	94,250	96,250
Contractual/Prof Services	155,700	170,230	246,271	255,698	255,698	255,698	263,358
Direct Charges	339	0	0	0	0	0	0
Capital Outlay	5,610	6,144	0	0	0	0	0
Transfers Out	<u>0</u>	<u>0</u>	<u>45,000</u>	<u>45,000</u>	<u>45,000</u>	<u>45,000</u>	<u>0</u>
<b>Total Requirements</b>	<b><u>501,849</u></b>	<b><u>537,690</u></b>	<b><u>671,897</u></b>	<b><u>708,807</u></b>	<b><u>708,807</u></b>	<b><u>708,807</u></b>	<b><u>691,075</u></b>

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## Program: Utilities/Wastewater – JO-GRO™

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### Personnel

	BUDGET FY'10 #	BUDGET FY'11 #	BUDGET FY'12 #	MANAGER RECOMMEND FY'13 #	COMMITTEE APPROVED FY'13 #	COUNCIL ADOPTED FY'13 #	PROJECTED FY'14 #
Utility Specialist	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Utility Worker	1.00	2.00	2.00	2.00	2.00	2.00	2.00
Municipal Service Aide	<u>1.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
Subtotal	3.00	3.00	3.00	3.00	3.00	3.00	3.00
Public Works Director							
From: Water Treatment	0.03	0.03	0.03	0.03	0.03	0.03	0.03
Utility Plant Superintendent							
From: Wastewater Treatment	0.25	0.25	0.25	0.25	0.25	0.25	0.25
Utility Worker							
From: Wastewater Treatment	0.50	0.50	0.50*	0.50*	0.50*	0.50*	0.50*
Trmt. Plant Spec. – Maintenance							
From: Wastewater Treatment	0.30	0.30	0.30	0.50	0.50	0.50	0.50
Department Support Technician**							
From: Water Treatment	<u>0.03</u>	<u>0.03</u>	<u>0.03</u>	<u>0.03</u>	<u>0.03</u>	<u>0.03</u>	<u>0.03</u>
Subtotal	1.11	1.11	1.11	1.31	1.31	1.31	1.31
<b>Total Positions</b>	<b><u>4.11</u></b>	<b><u>4.11</u></b>	<b><u>4.11</u></b>	<b><u>4.31</u></b>	<b><u>4.31</u></b>	<b><u>4.31</u></b>	<b><u>4.31</u></b>
Total Un-Funded Positions	0.00	0.00	(0.50)	(0.50)	(0.50)	(0.50)	(0.50)
<b>Total Funded Positions</b>	<b><u>4.11</u></b>	<b><u>4.11</u></b>	<b><u>3.61</u></b>	<b><u>3.81</u></b>	<b><u>3.81</u></b>	<b><u>3.81</u></b>	<b><u>3.81</u></b>

\*\*FY13- Office Assistant Position was reclassified to Department Support Technician

<b>*Recap of Unfunded Positions by Fiscal Year:</b>							
Utility Worker	0.00	0.00	0.50	0.50	0.50	0.50	0.50

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## Program: Utilities/Wastewater – Customer Services

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### **Services Delivered:**

Customer Service provides for the billing and collection of customer charges, legal services, and engineering required for wastewater activities.

### **FY'13 Anticipated Accomplishments:**

The activity provides for direct customer services and engineering support for developers. This activity focuses on the City Council goal of “**Quality Livability**”, with extensive work with individual customers paying bills, establishing accounts, and assisting with or planning for service modifications to their property. The engineering costs are those associated with customer service for developers, real estate agents, and property owners in Community Development.

The Customer Service activity will bill about 10,656 City sewer customers monthly and maintain timely records on all accounts. Information regarding sewer line locations, new service requests, local improvement district financing, and other data regarding the overall system will be provided to customers through this activity.

### **FY'13 Performance Measurements:**

**Measure:** Operating costs for sewer customer service per customer.

**Desired Outcome:** Efficient Utility Billing Services.

### **Calculation:**

$$\frac{\text{Direct Monthly Charge to the utility for Customer Service Services}}{\text{Sewer Customers (City only)}} = \frac{\$17,251}{10,656} = \$1.62 \text{ per customer}$$

### **Definition:**

Operating costs for wastewater utility customer services include expenditures for: salaries, wages and employment benefits; materials; contracted services; property management and financial expenses. Operating costs per wastewater customer are projected to be \$1.62 in FY'13. The Customer Service Department strives to keep costs at a minimum. We recognize that costs will increase over time, but it is expected that any increased costs per customer will be less than or equal to annual inflation costs.

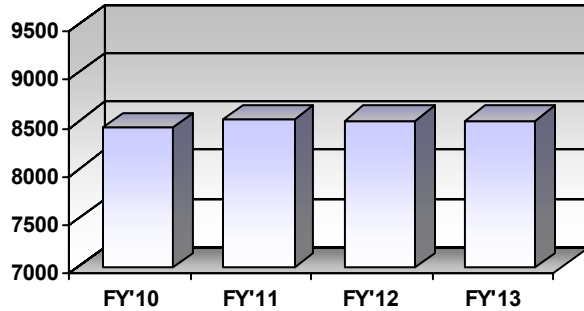


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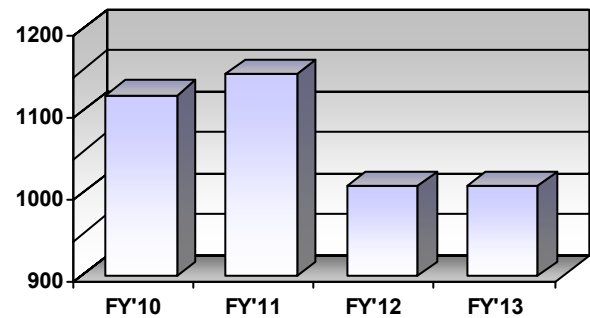
## Program: Utilities/Wastewater – Customer Services

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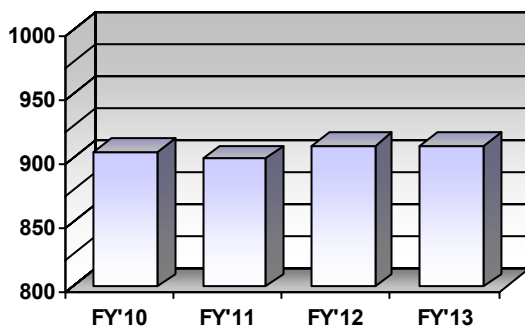
Number of RESIDENTIAL Customers



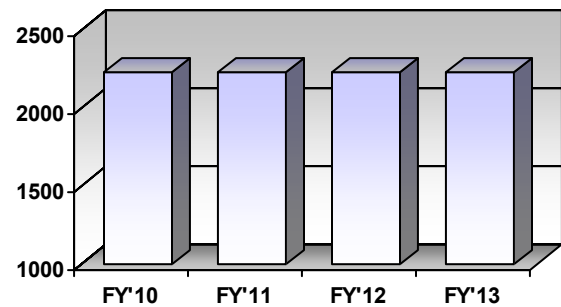
Number of COMMERCIAL Customers



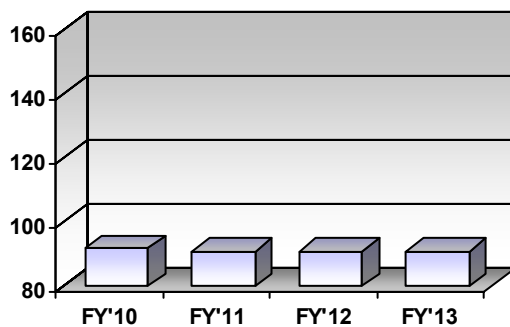
Number of MULTIFAMILY Customers



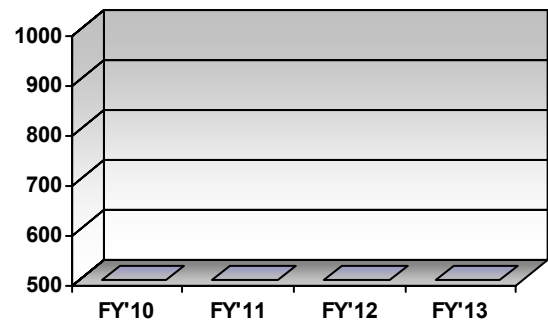
Number of Redwood Sanitary Sewer Services Customers



Number of PUBLIC AGENCY Customers



Number of HARBECK-FRUITDALE Customers



Note: Harbeck-Fruitdale numbers decline as properties are annexed and moved into appropriate class groups. Harbeck-Fruitdale customers have been included with the City Sewer customer numbers. The Harbeck-Fruitdale district was officially dissolved November 17, 2010.

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## **Program: Utilities/Wastewater – Customer Services**

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### **Budget Highlights:**

FY'13 includes maintenance of costs below the FY'11 per customer operating costs for sewer customers. We do however recognize that the per customer cost is more than annual inflation for this budget year. Contributing factors include increased costs for postage and supplies which are beyond the control of the activity. However, projected costs for FY'14 represent a 2% increase which should be within inflationary expectations.

### **FY'12 Performance Indicators:**

The Customer Service Department strives to keep costs at a minimum. We recognize that costs will increase over time, but it is expected that any increased costs per customer will be less than or equal to annual inflation costs.

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## Program: Utilities/Wastewater – Customer Services

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### **Financial Summary**

Requirements	ACTUAL	ACTUAL	BUDGET	MANAGER	COMMITTEE	COUNCIL	PROJECTED
	FY'10	FY'11	FY'12	RECOMMEND	APPROVED	ADOPTED	
	\$	\$	\$	FY'13	FY'13	FY'13	
Contractual/Prof Services	22,575	22,441	26,287	28,141	28,141	28,141	28,610
Direct Charges	<u>239,933</u>	<u>245,773</u>	<u>243,996</u>	<u>245,371</u>	<u>245,371</u>	<u>245,371</u>	<u>247,374</u>
<b>Total Requirements</b>	<b><u>262,508</u></b>	<b><u>268,214</u></b>	<b><u>270,283</u></b>	<b><u>273,512</u></b>	<b><u>273,512</u></b>	<b><u>273,512</u></b>	<b><u>275,984</u></b>

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## Program: Utilities/Wastewater – Debt Service

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### **Services Delivered:**

This activity accounts for the repayment of debt incurred by the Wastewater Utility. A total of \$7,000,000 of State Revolving Loan Fund (SRF) monies were made available to the City for expansion of the Wastewater Treatment Plant and related projects. The SRF loan agreement R38671 was refinanced in December of 2009 for a net present value savings of \$370,530 over the life of the bond.

### **Budget Highlights:**

The 2009 Refunding Bond debt will be payable over thirteen years at an interest rate of 3.05%. Annual principal and interest payments will be made according to the debt service schedule.

The following loan and bond debt payment schedule reflects the refinancing of loan agreement R38671 in December 2009 through a bond sale:

	<b>FY'09</b>	<b>FY'10 *</b>	<b>FY'11</b>	<b>FY'12</b>	<b>FY'13</b>
<b>Principal</b>	284,989	296,171	320,000	320,000	330,000
<b>Interest</b>	<u>210,261</u>	<u>194,380</u>	<u>181,313</u>	<u>171,712</u>	<u>162,813</u>
<b>Total</b>	<b><u>495,250</u></b>	<b><u>490,551</u></b>	<b><u>501,313</u></b>	<b><u>491,712</u></b>	<b><u>492,813</u></b>

\* Does not include debt reserve that was used to pay down principal of loan in the bond offering of FY'10.

The full Debt Service schedule is in Appendix P.

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## Program: Utilities/Wastewater – Debt Service

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### ***Financial Summary***

Requirements	ACTUAL	ACTUAL	BUDGET	MANAGER	COMMITTEE	COUNCIL	PROJECTED
	FY'10	FY'11	FY'12	RECOMMEND	APPROVED	ADOPTED	
	\$	\$	\$	FY'13	FY'13	FY'13	
Debt Service	<u>501,329</u>	<u>485,573</u>	<u>491,712</u>	<u>492,813</u>	<u>492,813</u>	<u>492,813</u>	<u>492,913</u>
<b>Total Requirements</b>	<b><u>501,329</u></b>	<b><u>485,573</u></b>	<b><u>491,712</u></b>	<b><u>492,813</u></b>	<b><u>492,813</u></b>	<b><u>492,813</u></b>	<b><u>492,913</u></b>

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## **Program: Utilities/Wastewater – General Program Operations**

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### **Services Delivered:**

This activity accounts for expense that is not directly allocated to any single wastewater activity. The contingency is appropriated in this activity, along with transfers to capital projects, payment of administrative overhead, ending fund balances, and debt issuance costs.

### **FY'13 Anticipated Accomplishments:**

The contingency funds available in General Program Operations are utilized only with direct City Council authorization. The ending fund balance appropriation may not be altered during the fiscal year. The appropriated funds for capital projects are transferred as soon as they are available.

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## Program: Utilities/Wastewater – General Program Operations

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### ***Financial Summary***

Requirements	ACTUAL	ACTUAL	BUDGET	MANAGER RECOMMEND	COMMITTEE APPROVED	COUNCIL ADOPTED	PROJECTED
	FY'10	FY'11	FY'12	FY'13	FY'13	FY'13	FY'14
	\$	\$	\$	\$	\$	\$	\$
Direct Charges	0	9,504	9,500	11,875	11,875	11,875	11,875
Contractual/Prof Services	85,093	331	10,350	350	350	350	350
Contingencies	0	0	1,150,825	1,121,194	1,121,194	1,121,194	1,124,428
Indirect Charges	305,192	319,368	348,031	361,300	361,300	361,300	368,500
Transfers Out	987,834	378,206	855,046	951,750	951,750	951,750	831,863
Ending Balance	<u>574,332</u>	<u>1,147,866</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
<b>Total Requirements</b>	<b><u>1,952,451</u></b>	<b><u>1,855,275</u></b>	<b><u>2,373,752</u></b>	<b><u>2,446,469</u></b>	<b><u>2,446,469</u></b>	<b><u>2,446,469</u></b>	<b><u>2,337,016</u></b>

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**Program: Utilities/Wastewater – Debt Service Reserve Fund**

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**Services Delivered/ Budget Highlights:**

This activity accounted for the reserve requirement mandated by the covenants of the SRF loan accepted in 2001 for the expansion of the Wastewater Treatment Plant. As of December 2009, this requirement was released when the City issued a refunding bond to consolidate debt at a lower rate.



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## Program: Utilities/Wastewater – Debt Service Reserve Fund

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### ***Financial Summary***

Resources	ACTUAL	ACTUAL	BUDGET	MANAGER RECOMMEND	COMMITTEE APPROVED	COUNCIL ADOPTED	PROJECTED
	FY'10	FY'11	FY'12	FY'13	FY'13	FY'13	FY'14
	\$	\$	\$	\$	\$	\$	\$
Beginning Balance	<u>500,899</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
<b>Total Resources</b>	<b><u>500,899</u></b>	<b><u>0</u></b>	<b><u>0</u></b>	<b><u>0</u></b>	<b><u>0</u></b>	<b><u>0</u></b>	<b><u>0</u></b>

Requirements	ACTUAL	ACTUAL	BUDGET	MANAGER RECOMMEND	COMMITTEE APPROVED	COUNCIL ADOPTED	PROJECTED
	FY'10	FY'11	FY'12	FY'13	FY'13	FY'13	FY'14
	\$	\$	\$	\$	\$	\$	\$
Debt Service	<u>500,899</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
<b>Total Requirements</b>	<b><u>500,899</u></b>	<b><u>0</u></b>	<b><u>0</u></b>	<b><u>0</u></b>	<b><u>0</u></b>	<b><u>0</u></b>	<b><u>0</u></b>

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## Program: Utilities/Wastewater – Capital Construction

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### **Basic Functions:**

This activity provides for the planning, engineering and construction of sewer lines, pumping stations, and treatment facilities for the Wastewater Program. The Public Works Engineering Technician is shown here, but actual expenditures are spread across Wastewater, Water, and Transportation projects.

### **Personnel:**

	BUDGET FY'10 #	BUDGET FY'11 #	BUDGET FY'12 #	MANAGER RECOMMEND FY'13 #	COMMITTEE APPROVED FY'13 #	COUNCIL ADOPTED FY'13 #	PROJECTED FY'14 #
Engineering Technician	1.00	1.00	1.00	1.00	1.00	1.00	1.00

### **Activity Highlights:**

This portion of the Wastewater system receives financing from System Development Charge revenues and transfers from wastewater operations. The Wastewater system includes the treatment plant, three pump stations, and the collection system. Major repairs and improvements are financed through this capital budget.

This budget sets aside funds to provide for the major rehabilitation of the treatment plant, pump stations and replacement of deteriorated sewer piping within the collection system.

### **Budget Highlights:**

The Active Capital Project list includes projects coming to a close in FY'12, but which are not finalized at this time.

The project listing shows resources across the columns. Columns show the “Actual resources through FY'11”; the re-assessed resource needs of projects using current data for the “Revised FY'12” column, guiding our “Adopted FY'13” and resources estimated “Through FY'13”. We have “Future Years” and “Total Project” columns for each project. Refer to the Capital Budget Book for more information on individual projects.

The individual project pages describe the project, the need, future and ongoing costs, and the total project cost. The tables show when and where the money is budgeted to come from and the expenses incurred and budgeted to incur through completion.

## Program: Utilities/Wastewater – Capital Construction

### ALL ACTIVE CAPITAL PROJECT RESOURCES

		Actual Through FY'11	Revised FY'12	Adopted FY'13	Total Through FY'13	Future Years	Total Project
SE0000	Miscellaneous Projects - SDC Fund 722	152,588	(72,280)	(50,000)	30,308	(11,923,000)	(11,892,692)
SE0000	Miscellaneous Projects - AFD Fund 725	88,222	0	(7,282)	80,940	0	80,940
SE0000	Miscellaneous Projects - General Fund 728	1,691,425	(619,954)	(63,968)	1,007,503	(4,175,137)	(3,167,634)
SE4161	Accelerated Maintenance	301,641	50,000	75,000	426,641	200,000	626,641
SE4745	WRP & JOGRO™ Equipment Improve.	300,000	50,000	50,000	400,000	200,000	600,000
SE4960	JO-GRO™ Miscellaneous Upgrades	329,020	300,000	250,000	879,020	100,000	979,020
SE4963	Update WRP Facility Plan	250,000	0	25,000	275,000	0	275,000
SE4964	WRP Phase 2 Expansion	762,000	100,000	200,000	1,062,000	8,908,000	9,970,000
SE4998	Industrial Pretreatment Program Update	195,000	17,000	0	212,000	0	212,000
SE5060	General Engineering	71,000	25,000	25,000	121,000	100,000	221,000
SE5080	WRP Structural Repairs	58,000	25,000	75,000	158,000	300,000	458,000
SE5081	Collection System Master Plan Update	100,000	75,000	50,000	225,000	0	225,000
SE6012	Western Avenue Sewer Replacement	10,000	0	0	10,000	1,790,000	1,800,000
SE6064	Sewer Main Structural Repairs	0	690,000	275,000	965,000	2,735,000	3,700,000
SE6067	Sewer Siphon Line Inspection	30,000	40,000	0	70,000	0	70,000
SE6111	Mill Street Sewer Reconstruction	0	125,000	0	125,000	4,025,000	4,150,000
SE6112	Sewer Rate Study SE & RS	0	10,000	25,000	35,000	0	35,000
SE6133	Influent Control Structure Repair	0	50,000	130,000	180,000	0	180,000
NEW PROJECTS							
SE6156	Sewer Mains Related to Overlays	<u>0</u>	<u>0</u>	<u>50,000</u>	<u>50,000</u>	<u>1,850,000</u>	<u>1,900,000</u>
<b>Total Projects</b>		<b><u>4,338,896</u></b>	<b><u>864,766</u></b>	<b><u>1,108,750</u></b>	<b><u>6,312,412</u></b>	<b><u>4,109,863</u></b>	<b><u>10,422,275</u></b>

### ALL CLOSED OR CANCELLED CAPITAL PROJECT RESOURCES

SE6050	L Street Sewer & Water Main Repl.	15,000	200,000	0	215,000	0	215,000
<b>Total Closed Projects</b>		<b><u>15,000</u></b>	<b><u>200,000</u></b>	<b><u>0</u></b>	<b><u>215,000</u></b>	<b><u>0</u></b>	<b><u>215,000</u></b>
<b>Grand Total - All Projects</b>		<b><u>4,353,896</u></b>	<b><u>1,064,766</u></b>	<b><u>1,108,750</u></b>	<b><u>6,527,412</u></b>	<b><u>4,109,863</u></b>	<b><u>10,637,275</u></b>

This is a summary sheet of all the Capital Projects that are discussed in detail in the Capital Budget Book.

## Program: Utilities/Wastewater – Capital Construction

### **ALL ACTIVE CAPITAL PROJECT SUMMARIES FOR FY'13**

		<b>Adopted FY'13 Beginning Fund Balance</b>	<b>Adopted FY'13 Revenue</b>	<b>Adopted FY'13 Capital Outlay</b>	<b>Adopted FY'13 Transfers</b>	<b>Adopted FY'13 Appropriated Fund Balance</b>
SE4161	Accelerated Maintenance	0	75,000	75,000	0	0
SE4745	WRP & JOGRO™ Equipment Improve.	25,000	50,000	75,000	0	0
SE4960	JO-GRO™ Miscellaneous Upgrades	260,193	250,000	510,193	0	0
SE4963	Update WRP Facility Plan	225,000	25,000	250,000	0	0
SE4964	WRP Phase 2 Expansion	799,345	200,000	999,345	0	0
SE4998	Industrial Pretreatment Program Update	3,529	0	3,529	0	0
SE5060	General Engineering	0	25,000	25,000	0	0
SE5080	WRP Structural Repairs	0	75,000	75,000	0	0
SE5081	Collection System Master Plan Update	64,337	50,000	114,337	0	0
SE6012	Western Avenue Sewer Replacement	9,879	0	9,879	0	0
SE6064	Sewer Main Structural Repairs	190,000	275,000	465,000	0	0
SE6111	Mill Street Sewer Reconstruction	100,000	0	100,000	0	0
SE6112	Sewer Rate Study SE & RS	5,000	25,000	30,000	0	0
SE6133	Influent Control Structure Repair	0	130,000	130,000	0	0
SE0000	Miscellaneous Projects - SDC Fund 722	80,308	(50,000)	0	0	30,308
SE0000	Miscellaneous Projects - AFD Fund 725	7,282	(7,282)	0	0	0
SE0000	Miscellaneous Projects – Gen. Fund 728	107,557	(63,968)	0	0	43,589
<b>NEW PROJECTS</b>						
SE6156	Sewer Mains Related to Overlays	<u>0</u>	<u>50,000</u>	<u>50,000</u>	<u>0</u>	<u>0</u>
	<b>Total Projects</b>	<b><u>1,877,430</u></b>	<b><u>1,108,750</u></b>	<b><u>2,912,283</u></b>	<b><u>0</u></b>	<b><u>73,897</u></b>

## Program: Utilities/Wastewater – Capital Construction

### Financial Summary

	ACTUAL FY'10 \$	ACTUAL FY'11 \$	BUDGET FY'12 \$	MANAGER RECOMMEND FY'13 \$	COMMITTEE APPROVED FY'13 \$	COUNCIL ADOPTED FY'13 \$	PROJECTED FY'14 \$
Beginning Fund Balance	<u>2,035,933</u>	<u>2,352,707</u>	<u>1,748,048</u>	<u>1,877,430</u>	<u>1,877,430</u>	<u>1,877,430</u>	<u>73,897</u>
<b>Resources</b>							
Development Charges	206,863	179,287	152,720	150,000	150,000	150,000	150,000
Sale of Publications	40	0	0	0	0	0	0
Investment Interest	20,894	17,359	1,000	1,000	1,000	1,000	1,000
Advance Finance Interest	966	454	0	0	0	0	0
SDC Loans	10,189	7,701	0	0	0	0	0
Street Utility Fund	0	0	40,000	0	0	0	0
Sewer Fund	987,834	376,206	855,046	951,750	951,750	951,750	831,863
Water Fund	0	0	50,000	0	0	0	0
RSSSD	0	0	5,000	5,000	5,000	5,000	5,000
Miscellaneous Revenues	78	48	0	0	0	0	0
Advance Financing	<u>2,017</u>	<u>5,960</u>	<u>1,000</u>	<u>1,000</u>	<u>1,000</u>	<u>1,000</u>	<u>1,000</u>
Total Current Resources	<u>1,228,881</u>	<u>587,015</u>	<u>1,104,766</u>	<u>1,108,750</u>	<u>1,108,750</u>	<u>1,108,750</u>	<u>988,863</u>
<b>Total Resources</b>	<b><u>3,264,814</u></b>	<b><u>2,939,722</u></b>	<b><u>2,852,814</u></b>	<b><u>2,986,180</u></b>	<b><u>2,986,180</u></b>	<b><u>2,986,180</u></b>	<b><u>1,062,760</u></b>
<b>Requirements</b>							
Capital Outlay	912,107	709,864	2,749,853	2,912,283	2,912,283	2,912,283	1,020,000
Appropriated Fund Balance	<u>2,352,707</u>	<u>2,229,858</u>	<u>102,961</u>	<u>73,897</u>	<u>73,897</u>	<u>73,897</u>	<u>42,760</u>
<b>Total Requirements</b>	<b><u>3,264,814</u></b>	<b><u>2,939,722</u></b>	<b><u>2,852,814</u></b>	<b><u>2,986,180</u></b>	<b><u>2,986,180</u></b>	<b><u>2,986,180</u></b>	<b><u>1,062,760</u></b>

***WHERE THE ROGUE RIVER RUNS***



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